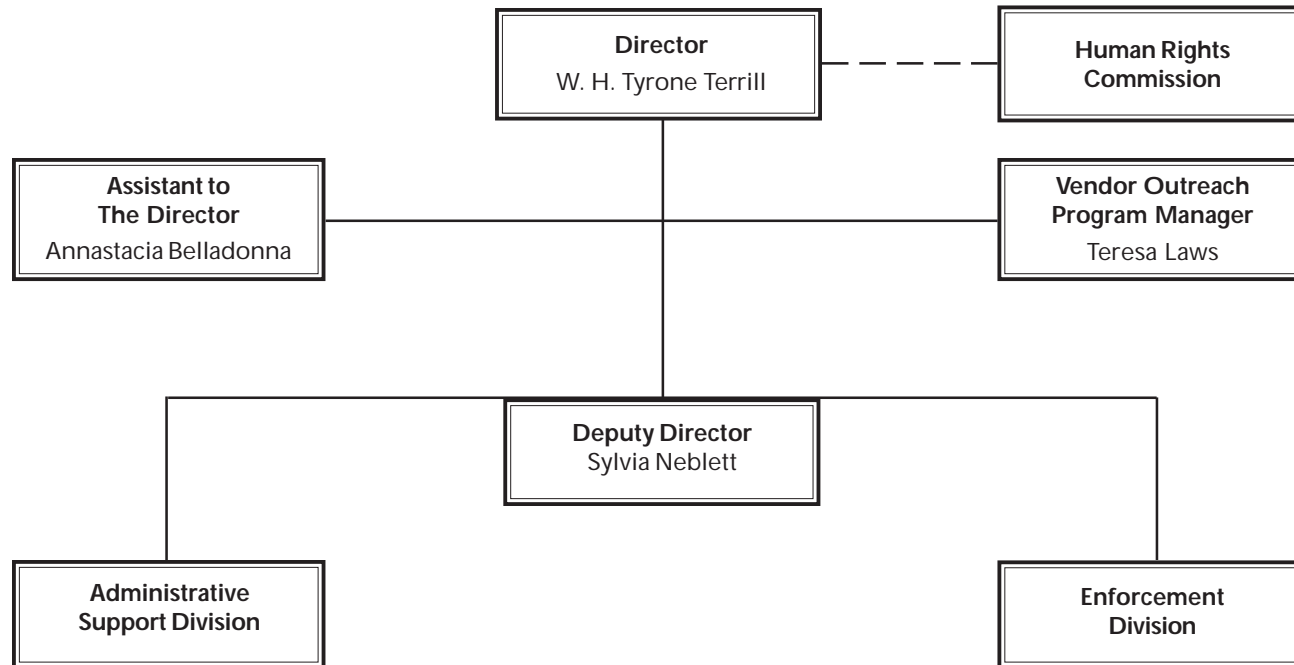


Human Rights

Mission Statement

To prevent and eliminate discrimination by: Enforcing the provisions of Chapter 183 of the Saint Paul Legislative Code (Human Rights Ordinance) and its Rules Governing Affirmative Requirements in Employment; Providing educational and training opportunities that enable recipients to create equitable living and working environments; Facilitating collaborations with and between individuals, agencies, and organizations to maximize community resources toward prevention and elimination of prejudice, racism and discrimination. To promote and market small, women and minority-owned business enterprises through outreach, education and goal setting on city-funded projects by: Enforcing provisions of Chapter 84 of the Saint Paul Legislative Code (Vendor Outreach Program).

Human Rights



Human Rights

DEPARTMENT/OFFICE DIRECTOR: TYRONE TERRILL

| | 1999 2ND PRIOR EXP & ENC * | 2000 LAST YEAR EXP & ENC * | 2001 ADOPTED BUDGET | 2002 MAYOR'S PROPOSED | 2002 COUNCIL ADOPTED | ADOPTED CHANGE FROM MAYOR'S PROPOSED | 2001 ADOPTED |
|---------------------------------------|----------------------------------|----------------------------------|---------------------------|-----------------------------|----------------------------|--|-----------------|
| SPENDING APPROPRIATIONS | | | | | | | |
| 001 GENERAL FUND | 738,666 | 724,458 | 845,290 | 912,186 | 912,186 | | 66,896 |
| 050 SPECIAL PROJECTS:GEN GOV ACCTS FU | 84,664 | 56,716 | 67,625 | 70,922 | 70,922 | | 3,297 |
| TOTAL SPENDING BY UNIT | 823,330 | 781,174 | 912,915 | 983,108 | 983,108 | | 70,193 |
| ===== | | | | | | | |
| SPENDING BY MAJOR OBJECT | | | | | | | |
| SALARIES | 552,654 | 519,232 | 605,541 | 636,048 | 636,048 | | 30,507 |
| EMPLOYER FRINGE BENEFITS | 159,881 | 158,517 | 174,984 | 193,669 | 193,669 | | 18,685 |
| SERVICES | 97,990 | 87,066 | 118,955 | 133,955 | 142,975 | 9,020 | 24,020 |
| MATERIALS AND SUPPLIES | 7,731 | 7,425 | 8,990 | 8,916 | 8,916 | | 74- |
| MISC TRANSFER CONTINGENCY ETC | 592 | 8,934 | 1,500 | 1,500 | 1,500 | | |
| DEBT | | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | 4,482 | | 2,945 | 9,020 | | 9,020- | 2,945- |
| TOTAL SPENDING BY OBJECT | 823,330 | 781,174 | 912,915 | 983,108 | 983,108 | | 70,193 |
| ===== | | | | | | | |
| | | 5.1-% | 16.9 % | 7.7 % | | | 7.7 % |
| FINANCING BY MAJOR OBJECT | | | | | | | |
| GENERAL FUND | 738,666 | 724,458 | 845,290 | 912,186 | 912,186 | | 66,896 |
| SPECIAL FUNDS | | | | | | | |
| TAXES | | | | | | | |
| LICENSES AND PERMITS | | | | | | | |
| INTERGOVERNMENTAL REVENUE | 64,652 | 36,000 | 30,000 | 30,000 | 30,000 | | |
| FEES, SALES AND SERVICES | 546 | 473 | | | | | |
| ENTERPRISE AND UTILITY REVENUE | | | | | | | |
| MISCELLANEOUS REVENUE | | | | | | | |
| TRANSFERS | 35,000 | 35,000 | 27,000 | 27,000 | 27,000 | | |
| FUND BALANCES | | | 10,625 | 13,922 | 13,922 | | 3,297 |
| TOTAL FINANCING BY OBJECT | 838,864 | 795,931 | 912,915 | 983,108 | 983,108 | | 70,193 |
| ===== | | | | | | | |
| | | 5.1-% | 14.7 % | 7.7 % | | | 7.7 % |

Budget Explanation

Major Changes in Financing and Spending

Creating the 2002 Budget Base

The 2001 adopted budget was adjusted to set up the base for the year 2002. The department budget was increased for the anticipated growth in 2002 for salaries and fringes (\$33,149) related to the bargaining process. A spending cap was imposed on the department's adjusted general fund budget to limit the growth of government spending and to avoid an increase to the city's property tax.

Department Proposals

To stay within the base budget, the department is reluctantly proposing to eliminate a full time Clerk Typist II position (\$39,808) and 0.8 bi-weeks of the Clerk IV position (\$1,748) from the general fund budget.

Mayor's Recommendations

In preparing the 2002 proposed budget, the mayor recommends,

- accepting the department proposals contained in the submitted budget and
- restore the general fund funding for the Clerk IV position to fully fund the position for the entire year (\$1,748),
- rejecting the proposal to remove a Clerk Typist II from the department budget and adding the funding for this position back into the budget (\$39,808),
- add \$20,000 to the Human Rights' general fund budget to pay for the services provided by Impact Inc. for the vendor certification program. This action completes the transfer of the Vendor Outreach Program from Technology and Management Services, and
- make \$5,000 in reductions to bring this budget closer to the affordable spending cap.

Council Actions

The city council adopted the Human Rights department budget and recommendations as proposed by the mayor, and approved the following changes recommended by the mayor,

- move budget authority of \$9,020 to the correct object code for the PC replacement program. This change resulted in a net change of \$0.

Strategic Plans

• **Economic Development, Promoting Saint Paul**

Strengthen relations with community agencies and businesses. Partner with community agencies and businesses to increase the number of employment opportunities for women, minorities and persons with a disability.

Educate community agencies, organizations and businesses on the services of the department.

Conduct an annual Contract Compliance Summit that provides a venue where all participants can have open discussions on how to ensure that all Saint Paul citizens benefit from the city's economic development.

• **Public Safety**

The enforcement efforts advance the public safety objectives of the city by providing approximately 150 construction and 500 non-construction employment opportunities for women, minorities and persons with a disability. These job opportunities will stabilize the economy in the homes of women, minorities and persons with a disability. Stability in the economy adds to the overall economic vitality of the city which, in turn, reduces crime in the community.

• **Government Reform**

Review and amend the Human Rights Ordinance and Rules as needed.

Complaint Investigation/Enforcement

It is the public policy of the city, as established in Chapter 183 of the Legislative Code, to foster equal opportunity for all to obtain employment, education, real property, public accommodations, public services, contract and franchise without regard to their race, creed, religion, sex, sexual or affectional orientation, color, national origin, ancestry, familial status, age, disability, marital status or status with regard to public assistance, and strictly in accord with their individual merits as human beings. The department receives and investigates complaints from citizens who feel that they have been discriminated against or treated in a manner that violates this public policy.

During 2000 the unit handled over 1,000 complaints from citizens that allege discriminatory treatment. The unit accepted 115 complaints for full investigation. The complaints fell into the following categories:

- 68 Employment
- 14 Housing
- 11 Public Accommodations
- 19 Reprisal
- 3 Education
- 0 Public Services

As indicated in the numbers above, the largest number of complaints allege discrimination in employment. Of those employment complaints filed, discrimination based on race was the largest-cited area as the reason for the discrimination. The second most-cited area was discrimination based on sex. The third most-cited area was discrimination based on disability.

Trends in Complaints Filed

| Area | 1995 | 1996 | 1997 | 1998 | 1999 | 2000 |
|----------------|-----------|-----------|------------|------------|------------|------------|
| Employment | 59 | 67 | 73 | 74 | 87 | 68 |
| Housing | 15 | 12 | 17 | 40 | 26 | 14 |
| Public Accom. | 11 | 8 | 16 | 17 | 10 | 11 |
| Reprisal | — | — | — | 11 | 8 | 19 |
| Education | 1 | 1 | 2 | 2 | 1 | 3 |
| Public Service | 1 | 2 | 2 | 0 | 0 | 0 |
| Total | 87 | 90 | 110 | 144 | 132 | 115 |

Disposition of Cases Completed in 2000

| | Employment | Housing | Education | Pub. Accom. | Pub. Service | Total |
|----------------------|------------|-----------|-----------|-------------|--------------|------------|
| Admin. Closure | 9 | 3 | 0 | 1 | 0 | 13 |
| No Cause | 51 | 15 | 2 | 3 | 0 | 71 |
| Pre Determination | | | | | | |
| Settlement | 6 | 0 | 0 | 3 | 0 | 9 |
| Probable Cause | | | | | | |
| Unsucc Settlement | 3 | 1 | 0 | 0 | 0 | 4 |
| Probable Cause | | | | | | |
| Settlements | 3 | 1 | 0 | 0 | 0 | 4 |
| Withdrawn | 2 | 2 | 0 | 0 | 0 | 4 |
| Insuff Evidence | 0 | 0 | 0 | 0 | 0 | 0 |
| Lack of Jurisdiction | 0 | 0 | 1 | 0 | 0 | 1 |
| Total | 74 | 22 | 3 | 7 | 0 | 106 |

The probable cause determinations among enforcement agencies is considered to be effective when the rate of probable cause determinations are between 10% and 15%. The probable cause rate (probable cause and settlement cases) for the cases completed in 2000, as indicated in the figures above, was 16.04%. The number of cases completed in 2000 was 106. The number of open cases at the end of 2000 is estimated to be 47.

Equal Employment Opportunity/Affirmative Action Contract Enforcement

The city requires that every contractor, who enters a contractual agreement to do business with the city, be an equal opportunity employer. To this end, contractors and companies should engage in and carry out affirmative programs to assist protected class persons to become successful participants in the work force.

Every contractor, who enters into a contract or agreement with the city to provide goods or services and whose aggregate contracts total \$50,000 or more during the preceding twelve months, must develop and submit for review and approval by the Human Rights Department, their company's written affirmative action program. During 2001 the Contract Compliance Unit reviewed and approved 153 company affirmative action programs. During 2000, Contract Compliance staff monitored over 300 construction projects and service/supply contracts.

Employment goals for the utilization of women and minority workers have been set for each construction project. The General Contractor for each project must make "good faith efforts" to achieve the utilization goals. The goals, prior to 1997, were 8.0% skilled minority, 15.0% unskilled minority, and 6.9% female. Beginning in 1998, they were changed to 14.3% skilled minority, 15.4% unskilled minority and 9.4% female. The rate at which the goals are achieved is determined by using the number of hours worked by women and minority workers as a percentage of the total construction hours used to complete the project.

Employment goals for supply/service contractors are established by using 1990 Census data and work force updates to determine the utilization/under-utilization of women and minorities based on their availability in each job group. The Department also monitors supply/service contractors "good faith" efforts to recruit, hire, promote and retain qualified women and minorities in all levels of employment.

Elimination And Prevention

The Department of Human Rights will continue to engage in activities designed to prevent and eliminate prejudice, racism and discrimination, and acts of violence and bias. In 2001, the department will continue to educate citizens of the city on prejudice, racism and discrimination through the implementation of the “Prejudice Isn’t Welcome” campaign. The department will also implement a marketing and outreach strategy to educate the total community on the services provided by the department.

The following are marketing and outreach strategies for 2001:

- Attend 100 diverse community events in the city.
- Conduct 10 public hearings to gather evidence on discrimination in the areas of real property, education, public services, public accommodations, business, credit, employment and contracting.
- Provide billboards and posters on services provided by the department.
- Work with the Saint Paul Public Schools to eliminate prejudice, racism and discrimination in the schools as our school children are our future leaders of the city. The Department will conduct 25 educational sessions at various schools in the District.
- Work with the business community to create employment and contracting opportunities for women and minorities.

Please contact the Department of Human Rights at 651-266-8966 for information on how you can participate in any of our educational programs.

Hate/Bias Response Plan

The Department of Human Rights and the Human Rights Commission developed a Hate/Bias Response Plan in 1998. The department and commission are currently working with community groups to implement the Plan to reduce hate/bias incidents and crimes in the city by creating a citywide network to counter hate/bias incidents by providing support and solidarity to victims of hate/bias incidents and to send a clear message that the community of Saint Paul will not tolerate expressions of hate or bias towards any member of the community.

The department will continue to engage in activities to reduce hate/bias incidents and crimes in the City of Saint Paul.